

*Encouraging projects and programs that contribute to the quality of life in Wenatchee by advising the Mayor and City Council on the arts, recreation, parks, and city cultural heritage. We strive to preserve, enhance, and protect open spaces and to enrich quality of life for present and future generations.*

## **WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING AGENDA**

Tuesday May 15, 2018 4:00-5:00pm  
Weantchee Public Services Center – Lower Level Training Room  
1350 McKittrick Street, Wenatchee, WA 98801

**ROLL CALL:** (At least 5 Board members must be present for a quorum)

<b>Board Position</b>	<b>Name</b>	<b>Officer</b>	<b>Term Ends</b>	<b>Term Number</b>
Position 1	Sara Urdahl	Chair	December 31, 2019	Term 2
Position 2	Lisa Adan		December 31, 2019	Term 1
Position 3	Raylene Dowell		December 31, 2020	Term 2
Position 4	Blake Morrell		December 31, 2020	Term 1
Position 5	Brooke Page		December 31, 2020	Term 1
Position 6	Patrick Farrar		December 31, 2018	Term 1
Position 7	Marlin Peterson		December 31, 2018	Term 1
Position 8	Dan Langager		December 31, 2018	Term 1
Position 9	Sophia Dillon		June 30, 2018	Term 1

### **PUBLIC COMMENT:**

The “Public Comments” period is to provide the opportunity for members of the public to address the Board on items not on the agenda. The Board Chair will ask if there are any citizens wishing to address the Board. When recognized, please step up to the microphone, give your name and mailing address, and state the matter of your interest. If your interest is an agenda item, the Chair may suggest that your comments wait until that time. Citizen comments are limited to three minutes.

### **REGULAR AGENDA:**

1.	Minutes from the March 20, 2018 meeting	Possible Action	1 minute
2.	Orchard Middle School – Out of the Box	Possible Action	20 minutes
3.	Park Area Naming Request	Possible Action	20 minutes
4.	Election of Officers	Possible Action	5 minutes
5.	Project updates	Informational	5 minutes
6.	Grant report	Informational	2 minutes
7.	City Council items	Informational	2 minutes
8.	Commissioner Comments and Committee Reports	Informational	2 Minutes

**NEXT REGULAR MEETING:** Tuesday June 19, 2018 at 4:00pm at the Public Services Center

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Mayor’s office at (509) 888-6204 (TTY 711). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1.)*

## Agenda Item 1



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Minutes from the March 20, 2018 meeting  
Date: March 21, 2018

**ACTION REQUESTED:**

***Move approval of the minutes from the March 20, 2018 meeting of the Arts, Recreation and Parks Commission.***

**BACKGROUND:**

**WENATCHEE ARTS, RECREATION AND PARKS COMMISSION  
MEETING MINUTES**

Tuesday, March 20, 2018

Wenatchee Public Services Center 1350 McKittrick Street, Wenatchee, WA 98801

**CALL TO ORDER:** The meeting was called to order at 4:00 p.m. by Commission Chair Urdahl.

**IN ATTENDANCE:** Urdahl, Morrell, Page, Dowell, Adan, Farrar, Peterson, Langager, Dillon

**ABSENT:** None

**PUBLIC COMMENTS:** None.

**REGULAR AGENDA:**

1. **Minutes from the February 20, 2018 Meeting.** *Commissioner Langager moved approval of the minutes from the February 20, 2018 meeting of the Arts, Recreation and Parks Commission, seconded by Dowell. Motion carried 6-0.*
2. **Skyline Drive Overlook Discussion.** Parks Commission accepted additional public comment regarding the Skyline Drive Overlook. 5 people attended the meeting and provided comments. A summary of their points are:

Mike Hughes – It's a safety issue, talked to police about the "hot rod punks", would support a 3 month trial shutdown with jersey barriers or leave a couple of spots to reduce groups, support adding grass and picnic tables and benches, drag racing on street, speed, road attributed to two

deaths and hit deer.

Richard Scranton – Agrees with Mike. Lives across street. Fires an issue. Shut it down for good.

Ann McIntosh – Temporarily shut it down. Agrees with others on issues. Scary after dark.

Suzanne Hartman – Provided written comments above. Agrees with neighbors but need to look at bigger vision for community and Skyline Drive. Trash is bad.

Juan Mienda – For the addition of cameras. Skyline Drive is an inherently dangerous road. Pedestrian safety an issue. Retain Overlook with cameras – disabled view point. Traffic is an issue. Don't allow groups to gather. Park incident statistics are probably consistent. Speed bumps and traffic enforcement would help. Losing view point is like Chelan losing lake views.

The Police Chief answered questions regarding officer staffing levels, security cameras, and enforcement-education-engineering solutions.

Charlotte Mitchell from the Engineering Department answered questions regarding speed bumps and humps.

Following the comments, the Commission discussed alternatives. ***After the discussion, Commissioner Peterson moved to add security cameras to the Overlook and forward the recommendation to the City Council for consideration. Adan seconded. The motion passed with an 8-0 vote.***

3. **Mission/Stevens Street Landscaping.** Charlotte Mitchell from the Engineering Department and Brooklyn Holton from the Community Development Department presented a project update on the Mission Steve Street Visual improvement Plan. The project is scheduled to be out to bid on the 29<sup>th</sup> of March with construction anticipated this summer.
4. **Election of Officers.** There were no volunteers or nominations for the positions of Vice Chair or Secretary. The item will be carried over to the next regular meeting of the Commission. Commissioner Dowell volunteered to serve on the Sports Foundation Committee and Commissioner Langager volunteered to serve on the Facilities Committee.
5. **Community Art Support Grant Applications.** Applications were received from the Wenatchee Valley Museum and Community Development Department. Following a review of application and discussion, ***Commissioner Morrell moved approval of the Community Development Department application. The motion was seconded by Commissioner Dowell. The motion passed with an 8-0 vote.***
6. **Project Updates.** An update of current departmental activities was presented.
7. **City Council Items.** A report of the upcoming parks and recreation related items that the City Council will be considering was presented. Commissioner Urdahl presented the Commission annual work plan to the Council on March 15. The Commission is scheduled to present their Skyline Drive Overlook recommendation at the April 19 Council work session. Commissioner Peterson agreed to accept the Arts Month proclamation on May 10.

8. **Grant Update.** An update of current grant related work was presented. There are several new grant applications in the works.
9. **Commissioner and Committee Reports.** Commissioner Urdahl reported that the Arbor Day Committee would be packing trees for the upcoming Arbor Day Tree distribution on April 13<sup>th</sup>. The distribution is the 14th.

**ADJOURN:** The meeting was adjourned by the Chair at 5:36 p.m.

## Agenda Item 2



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Out of the Box  
Date: April 19, 2018

### ***ACTION REQUESTED:***

***Discuss, recommend acceptance or denial of the submitted name or conduct a naming process.***

### ***BACKGROUND:***

In an effort to promote public art and increase cultural awareness, the City of Wenatchee Arts Commission is coordinating the utility box art program, “*Out of the Box*”, with funding from the 1% for Art Fund. There are 50 utility boxes located throughout the City, many of which may be utilized for art projects. The goal of the program is to have local artists transform the utility boxes from utilitarian structures into vibrant works of art to contribute to the attractiveness of the urban streetscape. This program helps tell the story of our community, allows public art to reach into specific neighborhoods and provide an opportunity for participation by schools and other community groups.



Examples of completed projects may be found at: the corner of 5th and Western, the Town Toyota Center, Lincoln Park, at the corner of Miller and Cherry; and at the corner of Chelan Avenue and Orondo Street.

### ***Design Criteria and Implementation Guidelines***

- Designs should be themed to compliment the culture and history of the neighborhood in which the box is sited.
- The utility boxes will need to be sanded, cleaned and primed with an appropriate base coat by the artist before applying the design.
- Durable, vandal and weather resistant materials that are appropriate for exterior, public environments must be used for the artwork. Please be aware of the paint’s temperature limits per the manufacturer’s specifications, as the weather may be unpredictable.
- Painting activities must not interfere with automobile or pedestrian traffic. Blocking traffic or lanes of the street may only be done in coordination with the City Public Works Department.
- Applied paint or graphics must not interfere with the operation of the utility box’s doors, vents and locks.

- Artists must be willing to adjust their design to the appropriate size and configuration to accommodate the format of the selected utility box if necessary.
- Artwork is expected to last a minimum of two years, but that does not preclude the City from removing or replacing it sooner if damaged, defaced or otherwise unsuited to remain on view.
- Artists are advised to bring a personal supply of water.
- Drop cloths must be used at all times while painting. Any spilled paint must be removed.

### ***Budget***

Artists are responsible for all costs required to design and implement their artwork, including any applicable permits, licensing, insurance and travel. Upon completion, the artist will receive an honorarium (or if a school/club may be reimbursed for materials) up to \$1,000 per completed utility box. The payment will be distributed upon final artwork acceptance by the Wenatchee Arts, Recreation and Parks Commission acknowledging the work was completed per the specifications.

### ***Benefits for the Artist***

- Inclusion of artist name, artwork title, and a photo of artwork in press releases and other promotional materials.
- Contribute to enhancing a sense of place and pride in neighborhoods and the community.
- Gain experience in creating art for public spaces.

### ***How to Participate***

Please submit the following:

- ✓ Completed application form.
- ✓ Resume, artist biography and photos of previously completed projects.
- ✓ A visual representation (ideally, to scale) of the proposed design.
- ✓ The location of the box you would like to use (NOTE: Not all boxes are eligible for the program, utility box sizes vary so the proposed design should be for a specific box. It is recommended that the artist verify dimensions and site situation in person prior to submitting design. Contact the Parks, Recreation and Cultural Services Department to verify that a specific utility box can be used as part of program.
- ✓ Application materials may be submitted digitally or on standard (8 ½" x 11") paper.

### ***Selection Criteria***

The Arts, Recreation and Parks Commissioners will evaluate and select designs. Criteria used to select artwork includes, but is not limited to: Consistency with design guidelines, appropriateness of artwork for the location, aesthetic quality of proposal, quality of previous work and commitment to completing the project within the established timeframe. The painting may be representational or abstract, but must be appropriate given the theme, audience, location and City zoning code.

### ***Terms of Agreement***

Artists selected for the City of Wenatchee Out of the Box Program must enter into an agreement that specifies that:

- The work submitted by the artist is original, solely owned by the artist and its reproduction will not violate the rights of any third party.

- Since the artistic designs leading up to and including the final design and dimension of the artwork are unique, the artist shall not make any additional, exact duplicate reproductions of the final design and dimension, nor shall the artist grant to a third party, the right to replicate the artistic designs and dimensions of the artwork, without the written permission of the City.
- The City of Wenatchee shall possess and own the public artwork provided by artist.
- The artist retains all other rights provided through the Copyright Act of 1976, 17 U.S.C. Section 101 et. seq. to the public artwork.
- The artist grants to the City of Wenatchee, as well as their successors or assigns, an irrevocable license to make two-dimensional reproductions of the artwork and for the final designs to be used in brochures, media, publicity and catalogs or other similar publications.

Led by Sara Rolfs, 8<sup>th</sup> Grade students from Orchard Middle School have prepared designs for the boxes located in Washington Park. They will be attending the meeting to provide an overview of the project and share their designs.



## Agenda Item 3



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Park Area Naming Request  
Date: April 4, 2018

**ACTION REQUESTED:**

***Discuss, recommend acceptance or denial of the submitted name or conduct a naming process.***

**BACKGROUND:**

The City of Wenatchee owns the Wenatchee Community Center (located at 504 South Chelan Avenue). It was established to unite the community by embracing cultures, families and individuals through collaboration, assistance and support. The Center has six primary areas of focus including: Family services for vulnerable populations, early childhood education, adult basic education and training, youth recreation, food bank and veteran's services. The center is comprised of four buildings, parking and landscaped grounds.

The former St. Joes Church was acquired by the City of Wenatchee in 2003 and renovations completed in 2006. Funding for the acquisition and renovation came from the following sources: Community Development Block Grant, City of Wenatchee (Memorial Hall Insurance Settlement), State of Washington Grant, HUD Entitlement (CDBG), Gates Foundation Grant, Port of Chelan County Grant, City of Wenatchee (Sale of HUD Homes), Distressed County Funds, Community Action Council Grant, Community Center Board Fundraising. Each of the funding sources came with specific operational requirements.

The City operated the Center from the time of its opening through the end of 2013. After a year and a half long RFP process was completed a management agreement for the Center was entered into with Chelan Douglas Community Action. Additional background about the Community Center is available if desired.



In 2009 the City undertook the process to create a community garden on an underutilized portion of the community center grounds located between the parking lot and Methow Street (below).



The goal of this project was to begin to address the need for community garden space by constructing a garden that served approximately 20 households in South Wenatchee.

Over the next six months, staff prepared a design of the garden and began fundraising and donation efforts. Grant applications were prepared and submitted to the Community Foundation of North Central Washington, Gardenburger, City Neighborhood Matching Grant and Alcoa Foundation.

Using volunteers and city staff the garden was constructed from March through the end of the summer in 2009. This process involved adding a water meter and irrigation, constructing a retaining wall, adding a fence along Methow Street, soil testing and removing contaminated soil, importing certified organic planting soil and designing and installing a recognition sign. 25 garden plots were able to be accommodated in the space. The final project cost was \$12,850. This cost was covered through the grants, a contribution from the Lions Club, city staff support, city budget allocation and community donations.





Also in 2009 staff prepared garden policies and procedures and began promoting and administering the community garden program. Response to the garden was overwhelmingly positive. All 25 plots were used from 2010 through 2013.

During the first year of operation, the project expanded from the original construction project to also include monthly gardening workshops coordinated by the City. These started in February and ran through November on topics ranging from square foot gardening to crop rotation, water conservation and food preserving. A scanned copy of one of the program flyers is attached.

The project helped bring together volunteers from EAT Local, Americorps, Master Gardeners, Miseo Day Church, Ambitions, Boy Scouts and over 35 other community volunteers.





**FRIDAY**  
May 7, 2010

**On the road**  
Tyler Farrar's  
got the inside track  
at the Tour of Italy  
Sports  
Page B1

**THE WENATCHEE**  
**WORLD**

✧ PUBLISHED IN THE APPLE CAPITAL OF THE WORLD AND THE BUCKLE OF THE POWER BELT OF THE GREAT



World photos/Mike Bonnickson

First-time gardeners Katie Stefanides and Karen Jones get help from longtime gardener Jirapon Ingram in planting pepper and tomato plants in their plot at the new Wenatchee Community Garden. The garden, at the Wenatchee Community Center in Wenatchee, has 25 plots that are leased for \$5 a year and eight hours of volunteer work.



**Community spirit thrives  
in new community garden**

♦ For \$5 a year and little work, neighbors have a place to plant whatever they want

**BY RICK STEIGMEYER**  
World staff writer

**WENATCHEE** — Soon tomatoes, peppers, peas, beans and new friendships will grow where once there were only weeds and rock.

Experienced and first-time gardeners braved an afternoon shower and chilly weather Thursday evening to get their plants in the soil at the Wenatchee Community Garden, a new project behind the Wenatchee Community Center stretching from the corner of Spokane Street and

"This is a lot of fun because it's a community effort," said David Gerlach, the center's manager. His daughters, Becky, 6, and Natalia, 8, were planting peppers and tomatoes with 9-year-old Christine Ingram in one 9-by-9-foot plot.

"We're doing peppers, whoo hoo!" said an excited, dirty-fingered Becky.

Next to them, Katie Stefanides and Karen Jones, two adults and first-time gardeners, were spading up dirt and planning out what would go where in their tiny piece of ground.

"This is really exciting. We heard about square-foot gardening and we're going to do it," said Stefanides. They were referring to the inten-

Katie Stefanides is planting cucumbers in the

When the City contracted with Chelan Douglas Community Action to manage the Community Center, operation of the garden also transferred.

In the Spring of 2018 a request was received by the City to name the garden. A copy of the application is below.

**Community Garden  
Meeting**



- Do you like to garden, but don't have a space at your home or apartment for your flowers or vegetables?
- Garden plots now available!
- Would you like to start gardening but need some help?
- Free classes from **MASTER GARDENERS!**

**SIGN UP FOR YOUR GARDEN PLOT!**

**When:**  
Thursday  
August 27  
6:00 p.m.

**Where:**  
Community Center Social Hall.

**What:**  
Meeting to discuss upcoming plans of the community garden as well as a time to ask questions about the garden.

Contact David Gerlach at 509-888-1561.



**City of Wenatchee  
Parks, Recreation and Cultural Services Department  
Park/Facility Naming Nomination Form**

**CRITERIA**

It is the policy of the City of Wenatchee to choose names for public parks and recreation facilities based on the site's relationship to the following criteria:

- Neighborhood, geographic or common usage identification.
- A natural or geological feature.
- A historical figure, place, event or other instance of historical or cultural significance.
- An individual (living or deceased) who has made a significant land and/or monetary contribution to the park system or who has had the contribution made "In Memoriam"; and when the names has been stipulated as a condition of the donation. For the purposes of this section, a "significant" donation may approximate 25 percent of total project/property cost.
- An individual who has contributed outstanding civic service to the City of Wenatchee and who has been deceased for a period of at least two years.

**NOMINATION INFORMATION**

1. Proposed Park/Facility Name: The César Chávez Garden  
~~Methow Mini Garden~~
2. Proposed park name to be named for:
- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Neighborhood   | <input type="checkbox"/> Geographic Area              | <input type="checkbox"/> Cultural Significance    |
| <input type="checkbox"/> Geologic Feature          | <input checked="" type="checkbox"/> Historical Figure | <input type="checkbox"/> Significant Contribution |
| <input type="checkbox"/> Outstanding Civic Service |   |   |
3. If named for a person, are they deceased? ☒ Yes ☐ No
4. Please describe below the significant contributions the nominee has accomplished demonstrating service and commitment to the City of Wenatchee or, describe significance of the historical, geographical, geological or cultural resource. see attached
5. If an individual or group, please include documentation (news clippings, list of accomplishments, photographs, etc.) that illustrate the contributions made to the City of Wenatchee.
6. Nominator Name: Sandy Letzing Phone Number: 509 436-1601  
Address: 14 N. Mission Wenatchee WA 98801  
E-mail Address: SandyL@cascadia.cc.org

**Please return to:**

Wenatchee Parks, Recreation and Cultural Services • 1350 McKittrick Street, PO Box 519 • Wenatchee, WA 98807

Cesar Chavez dedicated his life for farm workers so we should honor him. We believe the community garden should be named The Cesar Chavez Memorial Garden because he was just like Martin Luther King Jr., he helped farm workers get better working conditions and there are many farmworkers here in Wenatchee.

One reason we should name the community garden The Cesar Chavez Memorial Garden is because he was just like Martin Luther King Jr. Martin Luther King Jr. changed laws for african-americans and Cesar Chavez helped change laws for Mexican farmworkers. They both changed laws with non-violence. If Martin Luther King Jr. has a day named after him and a memorial, then Cesar Chavez should to.

Another reason we should name the community garden The Cesar Chavez Memorial Garden is many people in Wenatchee are farmworkers and Cesar Chavez helped farm workers by getting them better working conditions. If Cesar Chavez hadn't persevered, farmworkers' rights wouldn't be the same. For example, they would still have bad pay and be treated poorly. They would not have bathrooms, clean drinking water and they would have pesticides sprayed on them.

In conclusion, we believe the community garden should be named The Cesar Chavez Memorial Garden because he was just like Martin Luther King Jr., he helped farm workers get better working conditions and there are many farmworkers here in Wenatchee. The people of Wenatchee would feel grateful if the garden was named after Cesar Chavez.

Sincerely,

Mr. Parr's Fourth Grade Class  
Lincoln Elementary

Zoe Bailey

Diego Barrera

Benjirios Jorge Sanchez  
Yamin man Jare

Maria del Rosario Morales

Fatima Mora

Melanie Angiano

Emily Navarrete Kimberly Rios

christian melendrez Diana melendrez

Alexander Sgarbi Rubi Guerrero

Aaron Favela

Dean Stevenson

Esquivel Gonzalez

Maseh Williams

A.J. Meade

Joselyn Rodriguez

The City has a formalized naming policy and procedure to name park areas. It is:

## PARK NAMING

### 2.12

#### **1.0 Purpose**

- 1.1 The purpose of this is to establish a policy and procedure for the naming of City owned and operated parks and recreation facilities.

#### **2.0 Policies**

- 2.1 It is the policy of the City of Wenatchee to choose names for public parks and recreation facilities based on the site's relationship to the following criteria:
  - 2.1.1 Neighborhood, geographic or common usage identification.
  - 2.1.2 A natural or geological feature.
  - 2.1.3 A historical figure, place, event or other instance of historical or cultural significance as verified by Museum staff.
  - 2.1.4 An individual (living or deceased) who has made a significant land and/or monetary contribution to the park system or who has had the contribution made "In Memoriam"; and when the names has been stipulated as a condition of the donation. For the purposes of this section, a "significant" donation may approximate 25 percent of total project cost ("total project" includes property and development costs).
  - 2.1.5 An individual who has contributed outstanding civic service to the City of Wenatchee and who has been deceased for a period of at least two years.
- 2.2 The Wenatchee Arts, Recreation and Parks Commission shall receive public input to name public parks or recreation facilities and submit their recommendation in the form of a ranked list to the City Council for final selection.
- 2.3 A park's interior features and/or facilities may have names other than that of the entire park. These names are subject to criteria designated in Section 2.1 above.
- 2.4 A name, once adopted, should be bestowed with the intention that it will be permanent and changes should be strongly resisted.

- 2.5 Following selection of a park or recreation facility name by the City Council, the Parks, Recreation and Cultural Services Department will identify the specific park or facility by appropriate signing specifying the name and completion of dedication date.

### **3.0 Procedures**

- 3.1 The Arts, Recreation and Parks Commission will set up time limits for naming process at a maximum of 90 days.
- 3.2 Each park name must be accompanied by an official nomination form supporting reasons for the name.
- 3.3 Forms will be posted on the city web site and available throughout the community.
- 3.4 If there is a competition for choosing a park name, the Arts, Recreation and Parks Commission will establish rules and guidelines for the contest.
- 3.5 Public input is encouraged during the entire process, however the requirements of an official nomination form and reasons for the name are necessary.
- 3.6 After voting on the names, the Arts, Recreation and Parks Commission will submit a ranked list of names to the City Council for final selection. The names will be reflective of the criteria listed in Section 2.1.
- 3.7 The Arts, Recreation and Parks Commission will review and update the above listed policy and procedures as needed.

Staff is requesting the Commission provide a recommendation on the following options:

- To recommend to City Council acceptance or denial of the submitted name
- To conduct a naming process promoted throughout the community to obtain additional submittals

As a side note, if/when a name is selected, there is currently no budget allocated for the preparation of signs. Any signs fabricated or installed will need to meet both the City sign code and specific sign design requirements for the Community Center.





# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Election of Secretary and Vice Chair  
Date: April 5, 2018

***ACTION REQUESTED:***

***Elect Vice Chair, Secretary – process outlined below***

***BACKGROUND:***

**COMMISSION OFFICERS:**

This item has been carried forward from several previous meetings. Background has been provided previously.

***THE PROCESS***

How to appoint/elect. The nomination process is as follows:

When the Commission is ready to select a new Vice Chair, the Chair will open nominations for the position. Commissioners would then nominate a hopefully willing candidate. The nomination would read:

“I nominate \_\_\_\_\_ to serve as Vice Chair of the Arts, Recreation and Parks Commission for the remainder of 2018.”

The Chair would then ask if there are other nominations.

After the slate of candidates is proposed, the nominations are closed and a vote on each of the nominations takes place. In the event of a tie, the Chair casts the deciding vote.

When the Commission is ready to select a new Secretary, a similar process is followed.





# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Project Updates  
Date: April 20, 2018

***ACTION REQUESTED:***  
***Informational.***

***BACKGROUND:***

The following is a list of current departmental activities. An update of each will be provided at the meeting as time allows.

**ARTS**

- Stevens/Mission Call to Artists underway

**PARKS**

- Agreements – 9<sup>th</sup> Street Parking PUD, Gunderson/Day Drive – ***Approved***
- Lincoln Park Projects – Shelter installation – PW, \$1,292,500 in grant applications underway, Olympia May 21
- Hale Park Phase Two – Awaiting WWRP and LWCF grant contracts – June 1, Prepared RFP
- Okanogan Park Site – Master plan process on hold for now due to staffing workload
- Kenzie's Landing – \$1,000,000 grant application and annexation process underway, Olympia May 21
- 9<sup>th</sup> Street, Piere Street, 5<sup>th</sup> Street, Thurston Street - Visual improvement Plans
- Memorial Park
- Picnic Tables – Pioneer and Washington Parks – PW poured pads and installed.
- Pool Locker Rooms and seasonal preparations – Ongoing – pool opens for swim teams and rentals May 21
- Security Cameras Ready for installation at Hale and Locomotive Parks.
- Skyline Drive Overlook – Security cameras
- Saddle Rock Remediation – Awaiting \$900,000 grant contract, Received notification of award of new grant.

**RECREATION**

- Special Olympics Cycling, Soccer, Swimming, Track and Field - ongoing
- Special Needs Social Program – 4/12 Gardening, 4/28 Ice skating, 5/1 Apple Blossom, 5/10 Picnic, 6/7 Dance
- Youth Track and Field underway
- Spring Break Camp, Paddle Camp and Hiking Camp – April 2-6.
- Women's Volleyball League and Co-ed Drop in Volleyball - concluded at the end of April
- Summer program registration underway

**ADMINISTRATIVE**

- Vehicle Purchased – awaiting delivery
- 6 Year Staffing Plan, succession planning, temporary staff hiring, park maintenance and organization
- Federal Building

## Agenda Item 6



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Grant Update  
Date: April 19, 2018

***ACTION REQUESTED:***  
***Informational.***

***BACKGROUND:***

The following is an update of current grant related work. **New information is highlighted in ORANGE.**

**RCO** = State of Washington Recreation Conservation Office

**YAF** = Youth Athletic Facility Account

**WWRP** = Washington Wildlife and Recreation Program

**LWCF** = Land and Water Conservation Fund

**Chelan Douglas Developmental Disabilities Grants**

The \$16,448.75 grant application was successful. It provides funding support of the Special Needs Social Program and Special Olympics. The grant runs June 2017 to June 2018.

**Kiwanis-Methow Park Renovation RCO LWCF Grant**

The \$500,000 grant application is a companion to the WWRP grant for the park. The grant was accepted. Waiting to hear from the State if our extension request was approved. Construction is scheduled for 2019.

**Kiwanis-Methow Park Revitalization RCO WWRP Local Parks Grant**

The \$500,000 grant would complete projects to enhance Kiwanis Methow Park. Same process and timeline as the LWCF grant. Construction is scheduled for 2019.

**Hale Park Phase Two Construction RCO WWRP Local Parks Grant**

The \$500,000 grant will add restrooms, skate park, play area and picnic shelter in Hale Park. We are waiting for grant contracts to be issued by the State. They indicated that we should have the agreement by June 1. Final engineering in 2018, construction would occur in 2019.

**Hale Park Phase Two Development LWCF Grant**

The \$414,500 grant would add restrooms, skate park, play area and picnic shelter in Hale Park. This is following the same timeline as the Hale Park WWRP Grant. Final engineering in 2018, construction would occur in 2019.

**Kiwanis-Methow Park RCO Youth Athletic Facilities Grant**

The \$220,000 renovation grant application would convert the grass multi use field to a field turf surface. The application process will continue through the fall. Applications were due May 1. If successful, construction would occur in 2020.

**Lincoln Park RCO Youth Athletic Facilities Grant**

The \$292,500 grant application would construct the full size soccer field, new restrooms and safety fencing in Lincoln Park. **The initial application was submitted with the application process continuing through the fall.** If successful, construction final engineering would occur in 2019 with construction in 2020.

**Lincoln Park Improvement RCO WWRP Local Parks Grant**

The \$500,000 grant application will replace the stage and play area; add a water play area, second shelter, trees and upgrade utilities and parking in Lincoln Park. **The initial application was submitted. Staff presents the grant in Olympia on May 21. The application process will continue through the fall.** If successful, final engineering would occur in late 2019 with construction in 2020.

**Lincoln Park Improvement Kingston Memorial Fund Grant**

The \$8,000 grant application would add memorial benches along the main walkway in Lincoln Park. If successful, installation would occur in 2020. **Presented the grant to the Lions grant committee on April 17. Awaiting results.**

**Lincoln Park Improvement RCO LWCF Grant**

The \$500,000 grant application will replace the stage and play area; add a water play area, second shelter, trees and upgrade utilities and parking in Lincoln Park. **The initial application was submitted.** The application process will continue through the fall. If successful, final engineering would occur in late 2019 with construction in 2020.

**Kenzie's Landing RCO WWRP Local Parks Grant**

The \$1,000,000 acquisition/development grant application would acquire approximately 60 acres, construct an access road, improve fire protection and construct trailhead in the northwest foothills. **The initial application was submitted. Staff presents the grant in Olympia on May 21. The application process will continue through the fall.** If successful, acquisition would occur in 2020 with construction in 2021.

**Department of Ecology Remedial Action Grant**

The \$900,000 application that was originally submitted in 2013 and updated in 2015 and 2017 for Saddle Rock was included in the State supplemental budget. The funding would provide for the improvement of the main trail, drainage improvements and extensive habitat restoration. If everything falls into place, final engineering could occur in late 2018 with construction in 2019 or 2020. To ensure that we remain on the MCTCA project list another \$1,244,170 grant application was prepared and submitted for consideration. **Received notification on April 16 that the project was selected for funding.**

**Bloomberg Public Art Challenge Grant**

The \$464,600 grant application would provide for the creation of community art events and construct lighted art walkways and crosswalks that lead to a new performing arts stage in Lincoln Park. Application for the highly competitive grant program was completed and submitted for consideration.



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: City Council Items  
Date: April 19, 2018

**ACTION REQUESTED:**  
**Informational.**

**BACKGROUND:**

The following is a report of parks, arts and recreation related items that the City Council has, or will be considering in the near future. The schedule is tentative and is subject to change.

**April 12, 2018**

**Regular City Council Meeting**

- ✓ Arbor Day Proclamation – ***Accepted by the Arbor Day Committee***
- ✓ 9<sup>th</sup> Street/PUD Parking Lot Project Agreement - ***Approved***
- ✓ Day Drive Trailhead Memorandum of Understanding - ***Approved***

**April 19, 2018**

**City Council Work Session**

- ✓ Skyline Drive Overlook Presentation by Commission
- ✓ Kiwanis Methow Park Update

**May 10, 2018**

**Regular City Council Meeting**

- ✓ Art Month Proclamation

**June 14, 2018**

**Regular City Council Meeting**

- ✓ Hale Park Phase Two RCO WWRP and LWCF Grant Acceptance\*
- ✓ Remedial Action Grant Acceptance\*

\* tentative



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Commissioner Roundtable and Committee Reports  
Date: April 20, 2018

***ACTION REQUESTED:***  
***Information only.***

***BACKGROUND:***

This is a placeholder item that was added to the agenda to provide opportunity for regular reports from Commission sub-committees and also individual Commission members.

- City Property/Facility Committee – Dowell, Farrar, Langager - No activity.
- Sports Foundation – Adan and Dowell
- Arbor Day Committee – Urdahl
- Arts and Culture Committee – Urdahl, Peterson, Farrar
- North Wenatchee Planning Sub Committee – Farrar, Peterson